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ABSTRACT

Publications in this annotated bibliography were selected to cover subject matter relating to the world of work and the broader socioeconomic environment in which man works and lives. Its readings and references deal with the content of world-of-work economic education rather than with teaching strategies and techniques. The bibliography is basic, not comprehensive; most of its entries are publications from the seventies. Although selected for the use of professional educators, such as secondary school teachers, counselors, and curriculum planners, much of the material can be read by mature junior high and senior high students. Selections include current and historical information, statistical data, problem identification, and analysis that should prove useful in explaining to students some of the major dimensions of the work system and the broader economic and social world. For schools interested in establishing a world-of-work economic education library, the contents of the bibliography are grouped into categories of essential, highly useful, and valuable books. Prices and publishers of the materials are included as well as a list of organizations which are good sources of free or inexpensive materials. (Author/JH)

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Annotated Bibliography

SOME BASIC READINGS AND REFERENCES IN WORLD-OF-WORK ECONOMIC EDUCATION[1/]

(September 1973)

To what sources can teachers, guidance counselors, curriculum planners, and others turn for background analysis, information, and current data on subject matter relating to the world of work and the broader socio-economic environment in which man works and lives?

Publications included in this annotated bibliography were selected in response to the above question. Designed to meet the needs of a particular group, the bibliography has the following characteristics--

--the readings and references deal with the content of world-of-work economic education rather than with teaching strategies and techniques[2/]

--the list is basic, not comprehensive

--it is for secondary school teachers, counselors, and curriculum planners

--although selected for the use of professional educators, much of the material can be read by mature junior high and senior high school students.

The selections include current and historical information, statistical data, problem identification, and analysis that should prove useful in explaining to students some of the major dimensions of the work system and the broader economic and social world.

Some schools may want to use this bibliography as the basis for establishing a world-of-work economic education library. Costs of the publications are listed in the bibliography. Names and addresses of some representative private and public organizations actively concerned with manpower and economic problems are appended to the bibliography. These and other organizations are a good source of free and inexpensive materials that can supplement the basic bibliography.

1/ This bibliography is based on "A Basic Manpower Economics Library" developed in 1968 (revised 1970) by Robert L. Darcy and Phillip E. Powell and disseminated by the Joint Council on Economic Education and the M. H. Russell Center for Economic Education, Henderson State College, Arkansas.

2/ A major exception is Manpower and Economic Education (item A-11 in the bibliography), a nontraditional textbook which presents the content of world-of-work economic education in a format appropriate for junior and senior high school students.

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SOME BASIC READINGS AND REFERENCES IN WORLD-OF-WORK ECONOMIC EDUCATION

Items in the bibliography are arranged into three groups on the basis of their estimated importance and value to secondary school teachers and counselors as well as curriculum planners. Group A lists publications considered to be essential for a basic minimum world-of-work economic education library. Group B includes items that are highly useful but not essential for a world-of-work economics library. Group C lists publications that are valuable but of less importance than items in the two higher-ranking groups.

GROUP A (total cost of these 11 items: $35.90)

1. Manpower Report of the President 1973, U.S. President and U.S. Department of Labor. Washington: U.S. Government Printing Office, March 1973. Paperbound, 253 pp., $2.85.

   Comprehensive and authoritative source of information, statistical data, and analysis concerning manpower trends and federal government policies dealing with manpower problems. Chapters on new roles for states and localities in manpower programs, population changes, and problems and opportunities of Spanish-speaking Americans; special section on black workers. Published annually.

2. Occupational Outlook Handbook, 1972-73 Edition, U.S. Department of Labor, Bureau of Labor Statistics. Bulletin 1700. Washington: U.S. Government Printing Office, 1972. Paperbound, 879 pp., $6.25.

   Detailed look at present and future occupational structure of the American economy, with more than 800 specific job descriptions. Revised edition is published every two years.

3. Occupational Outlook Quarterly, U.S. Department of Labor, Bureau of Labor Statistics, Washington, D.C. About 30 pp., two-year subscription, $3.00.

   Provides current information on employment trends and outlook, based primarily on research and statistical programs of the Bureau of Labor Statistics. Supplements and up-dates information in the Occupational Outlook Handbook.

4. The Future of Work, Fred Best (editor). Englewood Cliffs, New Jersey: Prentice-Hall, 1973. A Spectrum Book, S-293. Paperbound, 179 pp., $2.45.

   Collection ofreadings dealing with work and its relationship to human needs, technology, organizations, leisure, education, income, and the future.

5. Economic Report of the President 1973, U.S. President and Council of Economic Advisers. Washington: U.S. Government Printing Office, January 1973. Paperbound, 301 pp., $2.35.

   Detailed look at the U.S. economy, its recent performance, expectations for the near future, and policies advocated by the President to ensure continuing growth; more than 100 pages of up-to-date statistics. Chapter 4 is comprehensive analysis of "The Economic Role of Women." Published annually in January.

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6. A Primer on Employment and Wages, 2nd Edition, Walter Galenson. New York: Random House, 1970. A Random House Primer in Economics, PR-3. Paperbound, 140 pp., $2.25.

   Brief introduction to the manpower market, wages and employment, and the problems of unemployment and poverty.

7. Handbook of Labor Statistics 1972, U.S. Department of Labor, Bureau of Labor Statistics. Bulletin 1735. Washington: U.S. Government Printing Office, 1972. Paperbound, 400 pp., $5.25.

   Statistical tables on U.S. labor force presented historically through 1971, with 25 pages of concepts, definitions, and data procedures. Published annually.

8. Education and Jobs, U.S. Department of Labor, Bureau of Labor Statistics, Washington, 1973.

   "Jobs For Which a High School Education Is Preferred, But Not Essential"

   "Jobs For Which a High School Education Is Generally Required"

   "Jobs For Which Apprenticeships Are Available"

   "Jobs For Which Junior College, Technical Institute, or Other Specialized Training Is Usually Required"

   "Jobs For Which a College Education Is Usually Required"

   A series of pamphlets to guide young people to jobs that match different levels of education and training. Each is 10 pages and available from regional offices of the Bureau of Labor Statistics.

9. Manpower, U.S. Department of Labor, Manpower Administration. Washington: U.S. Government Printing Office. About 32 pp. per issue; annual subscription of 12 issues, $5.50.

   Official monthly magazine of Manpower Administration which covers broad spectrum of programs and developments in job training and employment, including efforts to aid the disadvantaged and improve vocational education and research.

10. Review and Synthesis of Foundations for Career Education, Edwin Herr. Information Series 61, VT014805. Washington: U.S. Government Printing Office, March 1972. Paperbound, 82 pp., $1.00.

    Review and synthesis of the historical, philosophical, and theoretical bases for career education.

11. Manpower and Economic Education (A Personal and Social Approach to Career Education), Robert Darcy and Phillip Powell. Denver: Love Publishing Company, 1973. Clothbound and Paperbound, 380 pp., $7.00 and $5.00.

    Student materials for junior or senior high school which articulates information, ideas, concepts, and themes included in a world-of-work economic education program.

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GROUP B (total cost of these 11 items: $38.?5)

1. Work in America, Report of a Special Task Force to the Secretary of Health, Education, and Welfare. Cambridge: Massachusetts Institute of Technology Press, 1973. Paperbound, 262 pp., $2.95

   Discusses the fundamental role of work in the lives of most adults, pointing out that jobs create problems that have serious effects on our society. Suggests reforms to alter this situation.

2. Economics (Principles, Problems, and Policies), 5th Edition, Campbell McConnell. New York: McGraw-Hill, 1972, 838 pp., $10.95.
   or:
   Economics, 9th Edition, Paul Samuelson. New York: McGraw-Hill, 1973, 917 pp., $11.50.

   Standard college introductory economics textbooks which can serve as encyclopedia-type reference.

3. Problems of an Industrial Society, William Faunce. New York: McGraw-Hill, 1968. Paperbound, 189 pp., $3.15.

   Sociological analysis of technological change, specialization of work roles, competition, social organization and the problem of alienation in industrial society.

4. The Economics of Youth Unemployment, Sar Levitan, Robert Taggart, and Frances Watkins. New York: Joint Council on Economic Education, 1973. Economic Topic Series. Paperbound, 18 pp., $1.25.

   The causes, patterns, problems, and possible solutions of youth unemployment are analyzed. Teaching strategies for material presented are included.

5. Technological Change (Its Impact on Man and Society), Emmanuel Mesthene. New York: New American Library, 1970. A Mentor Book, MY 987. Paperbound, 127 pp., $1.25.

   A brief account of the relationship between technological change and social change. Contains an annotated bibliography.

6. The Economics of Education (Conceptual Problems and Policy Issues), Richard Perlman. New York: McGraw-Hill, 1973. Paperbound, 151 pp., $3.95.

   A brief survey of the benefit-cost technique in evaluating educational investments, including implications for the individual and social decisionmaking. Issues in financing the schools are also discussed.

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7. Monthly Labor Review, U.S. Department of Labor, Bureau of Labor Statistics, Washington, D.C. About 120 pp., annual subscription of 12 issues, $9.00.

   Journal of fact and analysis on economic and other forces affecting American labor force. Includes review of publications, developments, and data.

8. The U.S. Economy in 1980 (A Summary of BLS Projections), U.S. Department of Labor, Bureau of Labor Statistics. Bulletin 1673. Washington: U.S. Government Printing Office, 1970. Paperbound, 59 pp., 65¢.

   Projections for 1980 in areas of productivity, gross national product, employment by industry and occupation, and labor force with some implications of the projections.

9. The American Federationist, American Federation of Labor and Congress of Industrial Organizations. About 25 pp. per issue, annual subscription of 12 issues, $2.00; single copies may be requested. AFL-CIO Building, 815 Sixteenth St. N.W., Washington, D.C. 20006.

   Official magazine of AFL-CIO dealing with many aspects of current labor scene.

10. Education for the Urban Disadvantaged (From Preschool to Employment). A Statement on National Policy by the Research and Policy Committee, Committee for Economic Development, March 1971. CED, 477 Madison Avenue, New York, New York 10022. Paperbound, 86 pp., $1.50.

    Findings and recommendations from a study of how disadvantaged youth in urban areas are being prepared for employment.

11. Decision-Making and Vocational Development, Edwin Herr. Boston: Houghton-Mifflin, 1970. Guidance Monograph Series IV, Career Information and Development. Paperbound, 83 pp., $1.80.

    Interrelationships of decisionmaking and vocational development, effects of personal characteristics, and ways in which vocational development of students can be influenced.

GROUP C (total cost of these 11 items: $32.05)

1. Work in American Society, Seymour Wolfbein. Glenview, Illinois: Scott, Foresman, 1971. Series in Institutions and Modern Social Problems. Paperbound, 195 pp., $3.95.

   Factual background on the American worker and a review of issues concerning technology, work, and manpower programs.

2. Rich Man, Poor Man, Herman Miller. New York: Thomas Y. Crowell, 1971. Apollo Editions, A-289-G. Paperbound, 305 pp., $3.95.

   A study of income distribution in the United States which includes an examination of causal factors.

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3. Black Americans (A Decade of Occupational Change), U.S. Department of Labor, Bureau of Labor Statistics. Bulletin 1760. Washington: U.S. Government Printing Office, 1972. Paperbound, 26 pp., 40¢.

   Chartbook showing occupational changes among black workers during the 1960-70 decade.

4. Sex in the Marketplace (American Women at Work), Juanita Kreps. Baltimore: John Hopkins Press, 1971. Policy Studies in Employment and Welfare 11, JH-EW-11. Paperbound, 117 pp., $1.95.

   A brief review of the literature on women's labor force activity and an examination of when women work, at what jobs, and under what circumstances.

5. The Technological Society, Jacques Ellul. New York: Random House, 1967. A Vintage Book, V-390. Paperbound, 499 pp., $2.45.

   An analysis of our technical civilization which presents the view that technology is a self-perpetuating, autonomous force destructive of human values.

6. Future Shock, Alvin Toffler. New York: Bantam Books, 1971. Paperbound, 561 pp., $1.95.

   Describes the various subcultures, lifestyles, and human relationships which have been formed and are being threatened by the rapid change taking place throughout society.

7. Self-Renewal (The Individual and the Innovative Society), John Gardner. New York: Harper and Row (c) 1963. Harper Perennial Books, 1971, P-224. Paperbound, 174 pp., 95¢.

   Emphasizes the need for continuous change in both the individual and institutions in our society. Suggests that if we are to grow both as individuals and as a nation, we must adopt an outlook on life and institutional arrangements stressing innovation and creativity.

8. Career Information in Counseling and Teaching, 2nd Edition, Lee Isaacson. Boston: Allyn and Bacon, 1971. 582 pp., $9.95.

   College textbook designed for courses in Occupational Information. Useful in helping students find career information and counseling them on vocational opportunities and educational planning.

9. Occupational Manpower and Training Needs, U.S. Department of Labor, Bureau of Labor Statistics. Bulletin 1701. Washington: U.S. Government Printing Office, 1971. Paperbound, 81 pp. 75¢.

   Covers 232 white-collar, blue-collar, and service jobs in which over half of all American workers are employed and for each shows employment in 1968, projected manpower requirements for 1980, ways in which workers receive training, and summary of statistics on numbers of persons currently completing training in the field.

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10. Career Education (What It Is and How to Do It), Kenneth Hoyt and others. Salt Lake City: Olympus Publishing Company, 1972. Paperbound, 190 pp., $4.00.

    An analysis of the career education concept, its potential for society and the education system, and guidelines for the development of a career education program.

11. Pocket Data Book (U.S.A. 1971), U.S. Department of Commerce, Bureau of the Census. Washington: U.S. Government Printing Office, May 1971. Paperbound, 352 pp., $1.75.

    Compact and attractive compendium of tables and charts on basic U.S. economic and related data; published biennially.

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Total cost of all 33 items listed in the bibliography -- Group A + Group B + Group C -- would be: $106.40.

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SELECTED SOURCES OF FREE AND INEXPENSIVE MATERIALS

1. American Federation of Labor and Congress of Industrial Organizations, AFL-CIO Building, 815 Sixteenth Street, N.W., Washington, D.C. 20006.

2. Chamber of Commerce of the United States, 1615 H Street, N.W., Washington, D.C. 20006.

3. Committee for Economic Development, 477 Madison Avenue, New York, New York 10022.

4. Conference on Economic Progress, 1001 Connecticut Avenue, N.W., Washington, D.C. 20006.

5. Federal Reserve Bank of _____ (Boston, New York, Philadelphia, Richmond, Atlanta, Cleveland, Chicago, St. Louis, Minneapolis, Kansas City (Missouri), Dallas, San Francisco). Note: Various types of publications are available from the Federal Reserve Bank in each of the respective 12 Federal Reserve Districts.

6. Institute of Labor and Industrial Relations, P.O. Box B-1, Ann Arbor, Michigan 48106.

7. Joint Council on Economic Education, 1212 Avenue of the Americas, New York, New York 10036.

8. The Conference Board, 845 Third Avenue, New York, New York 10022.

9. United States Department of Labor, Bureau of Labor Statistics, Washington, D.C. 20212. Note: Materials also are available from the eight BLS Regional Offices located in Boston, New York City, Philadelphia, Atlanta, Chicago, Kansas City (Missouri), Dallas, and San Francisco.

10. U.S. Department of Labor, Office of Information, 14th and Constitution Avenue, N.W., Washington, D.C. 20210.

11. U.S. Department of Labor, Women's Bureau, Washington, D.C. 20210.

12. W. E. Upjohn Institute for Employment Research, 1101 Seventeenth, N.W., Washington, D.C. 20036.

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Single copies of this annotated bibliography can be obtained from:

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